MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE

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MARAC SPRING MEETING, LONG BRANCH, N.J.

The Mid-Atlantic Regional Archives Conference (MARAC) May 6-8, 1993, offers a diversified program at the Ocean Place Hilton in Long Branch, New Jersey where archivists can improve their minds at the sessions and their bodies and souls in the hotel pools and fitness centers and on the beach.

The program includes preservation updates on a variety of archival media, workshops, and some exciting sessions. Throughout Friday, speakers will give 50-minute presentations featuring the latest preservation news on photographs, maps and architectural drawings, electronic records, audiovisual materials, and paper records. Six workshops will focus on disaster planning, grant writing, copyright, appraisal of electronic records, records management, and arrangement and description.

A variety of sessions are scheduled: **Balancing Competing Interests: The Right-to-Know vs. The Right to Privacy** discusses a longstanding archival dilemma. **The JFK Assassination Records and the National Archives** explores the problems of processing the records of the House Select Committee on Assassinations and providing reference service to non-traditional users. Specialized archives are featured in **Play Ball: Documenting and Researching Professional and Collegiate Sports; Entertainment Archives; Ethnic Archives: Access, Outreach, and Use; and Documenting New Jersey Agriculture.** There will also be a number of sessions dealing with career training and basics of archival work.

For information, please contact Elsalyn Palmisano-Drucker, Local Arrangements Chair at (908) 222-5993/Fax: (908) 229-5138.

Note: Session Abstracts and other news from the Long Branch Meeting will be published in the Summer *maa*.

New In *maa* Highlight *Your* Archives

Would you like to write an article which features your organization? The *Mid-Atlantic Archivist* will provide you with just such an opportunity. "Institutional Profiles" will be a regular feature in the *maa*.

Just what is an "Institutional Profile," you might ask. It is a general overview of your organization or some aspect of your organization which you feel would be of interest to the MARAC readership. If you wish to showcase your institution, please send an article of approximately 750 words to *maa*. If you would like to send a photograph or type of graphic to illustrate your article, please send it with the article. Please note that graphics will not be returned. Send your article by the published deadlines.

DEADLINE for Summer Issue: June 1st

From the Chair

With the end of my term as MARAC Chairman fast approaching, it occurred to me I might dig back into the files to see what sort of splendid vision I had in mind for the Conference when I agreed to run for office over two years ago, and to compare the high aspirations of those early days with the actual record of accomplishments in 1993. One way to do this, I thought, would be to review the "campaign statement" I submitted for publication with the 1991 MARAC election ballot. This I did, and with no small measure of trepidation. Is MARAC better off today than it was — or has it survived in spite of me?

In 1991 I wrote:

MARAC's fundamental goals have remained gratifyingly constant in the nineteen years since our founding. The 1990 survey [of MARAC members] performed by the Task Force on Long-Range Planning found that archival education and outreach not only continue to be high priorities for our members, but the ***highest*** *of priorities. Our agenda for the 1990s will be built on and around this foundation. The principal task facing our leaders in the opening years of the decade will be to weld all of MARAC's committees and state caucuses into a coordinated, concentrated, and effective force for education and outreach.*

We got off to a good start in 1991, making order of MARAC's sprawling, abstruse committee structure, reviewing and updating each committee's mission and functions, appointing a full slate of members to each and specifying their term lengths, and setting realistic goals and objectives. Forty-four MARAC members accepted new committee and liaison assignments; altogether, 86 persons assumed elected or appointed leadership positions. Our Outreach Committee — dormant and memberless since its creation in 1990 — finally became active under the able leadership of chair Heidi Ziemer.

The duties of our elected and appointed officers were defined more precisely. The Steering Committee approved a second two-year contract with MARAC Administrator Marsha Trimble, adjusting the duties and budget of the position to reflect actual experience and achieve greater economy of operation. Administratively, MARAC in 1993 is running as well as — if not better than — ever.

The Conference's record has been one of sustained growth and improvement both in terms of membership and in the quality of our programs and services for members and nonmembers alike. During the late-1980s and in 1990, MARAC's strength in numbers, finances, conference attendance, and the caliber of our programs and published materials have risen to levels unimaginable even five years ago. This success has been no accident.

MARAC has grown since 1991, albeit at a slower pace than it did during the late-1980s. Membership has risen above 1,000 to stay, thanks in part to the creative work of our Outreach Committee and the grassroots efforts of several state caucuses. Conference attendance and finances have suffered somewhat, though, due to many members' recession-tightened travel budgets and a string of semiannual meetings held far outside the New York-Washington corridor. Last fiscal year's drastically reduced conference income very nearly forced MARAC into the red, and made unavoidable the Steering Committee's recommendation to increase membership dues. The quality of MARAC programs and services remain high — and in many ways they have continued to improve.

MARAC has remained dedicated to its original purpose as a regionally focused archival organization with a special mission to offer instructional opportunities for smaller institutions with few staff and modest budgets. Since 1972 we have

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defined ourselves as an organization to promote the welfare of, and cooperation among, our members; in this, of course, we differ little from any other professional society. Our distinction, however—and the reason for MARAC's vitality — has been the ability to draw so consistently on the talents and expertise of our most accomplished members and the resources of some of the nation's preeminent institutions, in order to meet the educational and developmental needs of new professionals, students, and nonprofessionals, as well as persons in allied fields. This tradition of sharing knowledge and resources in turn, contributes measurably to the professional development of our veteran members and to the literature of our discipline.

Our dedication to the original mission of MARAC remains undiminished. In fact, there has been renewed emphasis on the importance of outreach and education during the past two years. However, it has been the challenge of 1991-93 to be able to offer our educational and developmental resources — at an affordable cost, and at convenient places — to those new to the profession, in training, or working in an environment other than a traditional archives. I expect that, in the foreseeable future, MARAC will have to continue using its creative genius to keep its conferences, publications, and other programs reasonably priced and easily accessible.

*To build on this tradition, MARAC needs the resolve to test some promising and, perhaps, controversial program ideas and approaches. For example, why **not** try shifting to an annual meeting format at least once after 1992? I firmly believe that better planned meetings with improved sessions and workshops would result from a shift to annual programs...*

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Okay, so I abandoned this one (with help from an adamant Vice Chair, Jodi Koste). Instead, we are beginning to explore the feasibility of holding one of the two semiannual meetings at a fixed city within the New York-Washington corridor. It's a promising theory: if we reduce the huge amount of energy spent making local arrangements each year, we could afford to experiment more creatively with program content and format.

*...And why **not** create an endowment with MARAC's surplus revenue from recent meetings, and use it to fund a kind of grant program for education and outreach? This could provide a powerful financial incentive for MARAC and its constituent caucuses to develop and implement creative, well-structured training programs and workshops at the state and local levels.*

Sorry. No surplus revenue equals no endowment, for now, at least. I still maintain that this is a good idea which, in better financial times, should be given form.

I welcome the opportunity to build on MARAC's success. If our standing committees, caucuses, officers, and administration want anything at all, it is only a renewed challenge to work more closely and creatively together — to focus and synchronize our manifold activities in pursuing a more effective, wide-reaching archival education and outreach program. MARAC has never been in a better position to do this. We have an opportunity we cannot afford to waste.

Amen and amen. To share the governance of MARAC with so many good, dedicated colleagues and friends has been an honor for me professionally, and an inspiration personally. I deeply appreciate the tireless support and hard work of the Steering Committee, our committee chairpersons and members, and above all, my fellow officers: Jim Byers, Jodi Koste, Janet Linde, Cynthia Swank, and Marsha Trimble.

—Karl J. Niederer

State & Local News

DC

The National Archives Education Branch announces the availability of its newest teaching unit "The United States at War: 1941" through SIRS, Inc. The unit features 45 document facsimiles and three video tapes. Call 1-800-374-SIRS to order ($90.00).

MD

First Portion of Agnew Papers Opens to Researchers March 8

The first installment of the papers of Vice President Spiro T. Agnew, housed at the University of Maryland at College Park Libraries, will be opened to the academic research community Monday, March 8, at 12 noon, Dr. William E. Kirwan, President of the University of Maryland at College Park, announced today.

Portions of the Agnew Papers to be accessible will include files documenting his career as County Executive of Baltimore County from 1962-66, his 1966 gubernatorial campaign in Maryland, and his brief but eventful two years as Governor of Maryland in 1967-68, as well as several components of his Vice Presidential papers including public statements, subject files, briefing books, and Congressional correspondence files.

In announcing the opening of the first installment of the Agnew papers, Kirwan said he was grateful that the Vice President had decided to donate his papers to College Park since so much of the material will be especially valuable to those persons studying Maryland and U.S. history and politics.

While the Vice President donated his papers to the University in 1974, prior restrictions on the papers and ongoing processing work by the Libraries' Archives and Manuscripts Department have resulted in their inaccessibility until now. An additional portion of the Vice Presidential papers, including daily calendars and campaign files, is expected to be opened later this year.

Beginning March 8, researchers will have access to all of the papers associated with Mr. Agnew's tenure as County Executive of Baltimore County. This includes correspondence, subject files, public statements, campaign materials, schedules and publications. In addition, with the exception of correspondence, all of the material covering Mr. Agnew's two years as Governor will be accessible, including subject files, public statements, campaign materials, schedules and publications. Initially, there will be a limited amount of items available relating to his Vice Presidency, primarily correspondence with Members of Congress, public statements, trip files, and briefing books.

Later this year the Libraries expect to make accessible general correspondence, chronological files, correspondence regarding his resignation as Vice President, miscellaneous subject files, and campaign materials. A third installment of the Agnew Papers, comprised mainly of tapes, photographs and memorabilia, awaits processing by the Libraries' staff.

A native of Baltimore City, Mr. Agnew attended Johns Hopkins University and received a Bachelor of Laws degree in 1947 from the University of Baltimore. While he was County Executive Baltimore County became one of the first counties in the nation to enact a public accommodations law and a requirement that there be open spaces for parks and recreational use in all new subdivisions. His achievements as Governor included a fiscal reform program which, for the first time, based the State income tax on a graduated scale instead of a flat rate and gave local governments a major revenue source other than property tax, and enactment of an open housing law. He served as Vice President from 1969 until his resignation October 1973.

The Agnew papers will be made available for consultation by researchers in the Maryland Room, Third Floor of McKeldin Library, from 12 noon to 5 p.m., Monday through Friday. Beginning March 22, 1993, expanded hours will be 10 a.m. to 5 p.m. Monday through Friday. Further information is available from Mr. Lauren Brown, Curator of Archives and Manuscripts Department, McKeldin Library, University of Maryland, College Park, MD 20742, at 301-405-9058.

★★

St. Mary's County Records Center and Archives

Working with the Internship program at St. Mary's College of Maryland, the St. Mary's County Records Center and Archives is now a placement site. Leerin Shields is the first student intern and works 15 hours a week. She is working on processing student organization records and is preparing a series of articles on student life for the college newspaper based on the records. Agencies in Maryland or the D.C. area interest in student internships can contact Karen Patriarca, Office of Internships, St. Mary's College of Maryland, St. Mary's City, MD 20686.

★★

University of Maryland

The University Archives (and MARAC Archives) has moved back to the McKeldin Library. They are now housed on the 3rd floor in newly renovated quarters.

Tim Pyatt, Curator of Marylandia and Rare Books, has his collections housed on the 3rd floor of McKeldin and shares a reading room area with Lauren Brown's University Archives. The Marylandia and Rare Books phone is 301-405-9212. In addition to new quarters, the special collections area also has new hours: Monday - Friday, 10 to 5.

★★

Maryland State Archives

The Maryland Statewide Preservation Planning Project is a NEH-funded effort to promote the coordination of preservation activities in the state's libraries, archives, historical societies, museums, and other cultural repositories. Sponsored by the Task Force of Initiate Preservation Planning in Maryland, the primary goal of the project is to collect information and issue an action plan that will recommend steps for establishing a statewide preservation program. The information gathering phase of the project began in February and March with a series of twelve regional preservation planning meetings that brought together representatives of institutions and community leaders. In March the project is mailing a preservation needs assessment questionnaire to 1000 repositories statewide. Anyone interested in additional information should contact the project coordinator, Doug McElrath at the Maryland State Archives, 350 Rowe Blvd., Annapolis, MD 21401.

NJ

The Archives at Seton Hall University in South Orange, NJ under the direction of MARAC member Jo Ann Cotz will have a new home by mid-1994. The University is constructing a new 18 million dollar library in which the Special Collections Division including the Archives will have ten thousand square feet of space.

★★

The Jewish Historical Society of Metrowest, located in Whippany, dedicated its new office in November 1992. Joseph Settanni, a MARAC member, is Archivist. The Society publishes a newsletter which can be obtained on request by writing to 901 Route 10, Whippany, NJ 07981-1156.

★★

On last November 22nd, the Leonard Felix Fuld Archives was dedicated at the Helene Fuld School of Nursing in Trenton. The establishment of the Archives originated with a CAPES report for the School in 1990 by Elsalyn Palimisano-Drucker. This report in turn became the basis for a successful grant application to the Helen Fuld Health Trust which awarded the School $30,000 to set up the Archives. Ms. Palmisano-Drucker and Frederic Pachman, both MARAC members, were consulting archivists for the project.

★★

Rutgers Public History Internship Course

Rutgers University, New Brunswick History Department is offering a new Public History Internship course for undergraduate majors. The students work at a variety of agencies most of them historical (historic sites, museums, and archives as well as in governmental offices) for the equivalent of one day a week for a semester. The course was designed to both acquaint students with career possibilities and provide agencies with assistance for tasks that would not otherwise get done. This year a total of 22 students will conduct tours, help with exhibits, process collections, collect historical information, and assist staff in the Governor's office, public defenders

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State & Local News

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office, and probation department. They can chose from over 70 agencies and a wide variety of proposed tasks.

Anyone with an archives/library/museum that would like to participate in the project, or who would like information on the course should contact Dr. Maxine N. Lurie at the Rutgers History Department, New Brunswick campus, (908) 932-7121.

★★

State Archives Threatened by Parking Garage

The New Jersey State Archives, State Library, and State Museum may soon find their facilities in Trenton's State Cultural Complex engulfed by a new, multi-tier parking garage intended to serve the State House.

In its Sunday editions on February 7, the Newark (N.J.) *Star-Ledger* reported that the Archives, home to "the Bill of Rights, New Jersey's copy of the Constitution and historic records of families, [has] survived wars, pollution, attempted thievery and more than 200 years of politics, but [is] now facing [its] most serious threat — from a garage."

The 1,100-space, partly underground garage is expected to wrap around and abut two sides of the State Archives' facility, which is located in the State Library building. It will require excavating into bedrock to a depth of more than twenty feet. Because much of the Archives is also below ground level — and most of the building's internal plumbing is suspended from the ceiling above the Archives' vault and storage area — Chief Archivist Karl Niederer told the *Star-Ledger* he hoped that "vibrations (during the garage's construction) don't cause the pipes to burst."

The State Archives, part of the New Jersey Department of State, is concerned that a combination of airborne pollutants, dust, and wall-shaking jolts could jeopardize the state's collection of historic documents whose worth, Niederer pointed out in the *Star-Ledger* article, "far exceeds the estimated [$35 million] cost of the garage."

No input from the Archives, State Library or Museum was sought by the garage project's managers, architects, or engineers during the design phase.

NY

The Barbara Simonds Cornerstone Collection of Ecumenical Study Documents and Papers has been installed in the Cathedral Library of St. John the Divine in New York City. The collection represents the extensive papers and correspondence of Miss Barbara Simonds (1890-1989), a woman who in her ninety-nine years developed friendships and interests in diverse and original combinations.

Miss Simonds established the Cornerstone Library and Studio in the 1930's which eventually found its home in Rome. There Miss Simonds organized and hosted pilgrimages for all Christians to promote understanding and unity among the churches. Her interest in ecumenism stemmed from her conviction that church unity was necessary for world peace. She also felt that the single woman had a particular and valuable contribution to make. Her combined dedication to church unity and to enhancing the status of the singe woman led her to

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study Queen Elizabeth I, and the Tudor period and culminated in the publication of Elizabeth I's devotional prayers.

The collection is an important resource for anyone interested in aspects of her biography and her work. It includes her notebooks, correspondence, archives from the Cornerstone Library, manuscripts, recorded interviews and a slide collection.

For more information contact Barbara Simonds Cornerstone Collection. Cathedral Library 1047 Amsterdam Avenue, New York, New York 10025.

★★

On February 16th, Governor Mario M. Cuomo voiced concern and support for the financially troubled New-York Historical Society and expressed his willingness to lead an effort to assist the 189-year-old institution to regain its financial soundness and preserve its renowned collections.

"I regard the Society as a vital part of the cultural heritage of New York State," said Governor Cuomo. "For nearly 200 years, the Society has fulfilled a unique role in preserving the early history of New York City, New York State and the nation. If disbanded, the legacy of this venerable institution could never be reconstructed."

"Last week, I met with the Chairman and other leaders of the Historical Society," Governor Cuomo said. "I offered the assistance of my office in helping to secure a future for the Society that will allow its collections to remain intact and in New York. Just as the Society's collections illuminate the past of a city, state and nation, I envision an active role for the City, State and Federal governments, as well as the private sector in those efforts. For its part, the Historical Society has already taken difficult steps to bring order to its finances. Its leaders assure me that they are prepared to make further sacrifices to achieve a long-term solution."

Founded in 1804, The New-York Historical Society houses new York's oldest museum and one of the nation's most distinguished research libraries, with combined collections spanning more than three centuries of American life. In 1809, it was chartered by the New York State Legislature with a mandate to collect and preserve materials relating to the political, economic, and social and cultural history of New York City, State and the United States.

Among the 1.6 million fine and decorative art objects and 3 million manuscripts, maps, and historic documents in its collections are 17th century Indian land deeds, Hudson River landscape paintings, and the furniture from New York's Federal Hall. Its holdings also include such national treasures as John James Audobon's original watercolors for *The Birds of America*, an early draft of the U.S. Constitution, and Ulysses Grant's terms of surrender for the Civil War.

Over the past decade, the Historical Society has struggled to revitalize itself in the face of mounting financial pressures. Recently, the Society was forced to announce that it will suspend all public services on February 19 and lay off more than one-half its staff due to a lack of general operating support. An independent advisory committee is currently seeking a permanent solution to the Society's recurring budgetary problems.

Governor Cuomo, who has written and spoken on Abraham Lincoln, last year provided the guest commentary accompanying a display of Lincoln's Second Inaugural Address at The New-York Historical Society. The Governor has also commissioned an historical survey of the Executive Mansion in an effort to explore its past and make it more accessible to the public, and it is expected that the Historical Society will play a role in the realization of that project.

★★

News from the New York State Archives and Records Administration

The State Archives received a NEH Microfilming and a Challenge Grant Proposal for the State Archives Partnership Trust form National Endowment for the Humanities. The outright grant for $275,000 will enable the Archives to preserve and make available for research important records about the State's support for special populations, such as the deaf and the blind; its response to public health crises; and its response to War. The NEH Challenge Grant of $1 million, which must be matched by $3 million of non-NEH funds, is for the New York State Archives Partnership Trust, a new public benefit corporation established in July, 1992 to secure increased resources to preserve and make accessible records of New York's colonial and state government. The Trust is to be a partnership between the three branches of state government and the broader community; it will be governed by a nineteen member board appointed by the Governor, Legislative leaders, and the Board of Regents of the State Education Department. The State Archivist will be the Executive Officer of the Trust.

PA

Carpenter Papers Opened

The C. Ray Carpenter Papers, housed in the Pennsylvania State University Archives, are now open for research on an unrestricted basis. An inventory of the 66-cubic-foot collection, compiled by staff member Michelle Dzyak, is available to researchers in photocopy form.

★★

OIC Guide At Temple's Urban Archives

The Opportunities Industrialization Center is an international network of job training centers which serve the hardcore poor and unemployed. The organization was founded in 1964 by the Reverend Leon Howard Sullivan in

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State & Local News

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Philadelphia, Pennsylvania. A guide to the collection is available from the Urban Archives upon request. The cost is $3.00 which covers postage and handling fees.

★★

In December 1991 the Urban Archives was the recipient of a $3,000 grant which was awarded by the **Conservation Center for Art and Historic Artifacts** and the **William Penn Foundation.** The grant was matched by funds from Paley Library and the Urban Archives. The funds will be used to preserve historical photographs of Philadelphia people.

★★

Preservation Needs Assessment Program At the Urban Archives

The **Conservations Center for Art and Historic Artifacts** has received a grant of $260,000 from **The Pew Charitable Trusts** to conduct in cooperation with the City of Philadelphia a year-long assessment and planning study of the Department of Records with special emphasis on the City Archives. The goals of the project are to produce an accurate picture of the current condition and needs of the Philadelphia City Archives; to produce an outline of achievable goals on a short-, mid- and long-term basis and to start positive action toward achieving these goals; to develop a document that can provide basic information necessary to approach funding sources; and to train city staff in current professional archival and records management practices.

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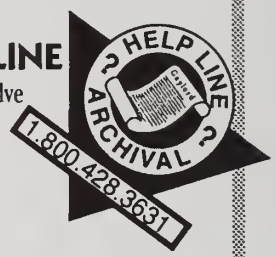

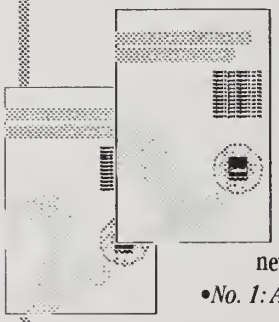

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PRESERVATION NEWS

Susan G. Swartzburg
Rutgers University Libraries

The National Film Preservation Act (P.L. 100-446) was reauthorized by President Bush in June 1992, providing $250,000 annually for implementation. The 1992 act calls for the Library of Congress to coordinate a national effort to preserve the American film heritage. The Librarian of Congress will name up to 25 "culturally, historically or aesthetically significant" films to the National Film Registry and the Library will receive archival prints of each film selected. The renewal act authorizes the Librarian of Congress to conduct a one-year study, in conjunction with the nation's other film archives, of the current status of nationwide film preservation activities. In consultation with a restructured National Film Preservation Board, the Librarian will coordinate national film preservation efforts, assuring that public and private efforts are complimentary and generating public awareness and support for film preservation. (From *LC Information Bulletin*)

★★

A process under development at the Micrographic Preservation Service (MAPS), Bethlehem, PA, using direct duplicating film rather than traditional camera film results in "greatly improved reproductions of continuous tone materials on microfilm," according to MAPS personnel. The process involves using a Herrmann & Kraemer camera equipped with halogen lamps and Kodak 2470 direct duplicating film. This film, commonly used for production of print masters, is a silver gelatin on polyester base and meets criteria for preservation microfilming. The test film was judged "not ideal but...very promising." It is better able to reproduce shades of gray than traditional camera film and resolution was "excellent. (From the Commission on Preservation and Access Newsletter, Feb. 1993)

★★

Mark Robinson, Director of Reprographic Services, Northeast Document Conservation Center, Andover, MA, is now Chair of the Library/Archives Standards Committee of the Association for Information and Image Management (AIIM).

★★

The American National Standards Institute (ANSI) adopted a revision of the ANSI standard for permanent paper in October 1992. It applies to papers used in unpublished documents as well as those in printed books, and increases the base of the previous edition by including provisions for both coated and uncoated paper. The revision effort involved a number of specially commissioned paper tests that were conducted by the American Institute of Paper Science and Technology with support from the Andrew W. Mellon Foundation. The revised standard, ANSI/NISO Z39.48-1992: *Permanence of Paper for Publication and Documents in Libraries and Archives*, is to be published shortly (your editor could not get a date or price as we go to press). To order, contact Transaction Publishers, Rutgers University, New Brunswick, NJ 08903.

★★

The Western Association for Art Conservation (WAAC), for conservators in the Western states, publishes a very informative newsletter entitled *WAAC Newsletter*. Although its focus is on conservation, it often publishes articles and provides technical information of interest to preservation-minded archivists. Membership in WAAC is $30 a year. For a sample issue, contact its editor, Elizabeth C. Welsh, 1213 West San Miguel Avenue, Phoenix, AZ 85013.

★★

The New Jersey State Librarian, Louise Minervino, has appointed an Advisory Committee on Preservation and Access to "advise the State Librarian on statewide preservation and conservation needs." Its charge is to identify library and archival preservation and conservation needs on an ongoing basis and to recommend resources and programs to meet these needs. The Committee will help promote greater awareness of the scope and value of preservation to librarians, archivists and the community at large. The Committee is reviewing the State Library's preservation grant program and will recommend changes to improve regulations and guidelines. As a start, the Committee is seeking to identify the State's significant "Jerseyana" collections and to develop a plan for their preservation and access. Archivists on the Committee include Monsignor William Field, Seton Hall University; Lois Densky-Wolff, Archives of the University of Medicine and Dentistry of New Jersey; Karl Niederer, State Archivist; Gary Saretzky, Educational Testing Service; and George Tselos, Edison National Historic Site. MARAC is very well represented on this Committee.

★★

Glenn S. Cook, formerly Librarian/Archivist of the George C. Marshall Library, Lexington, VA, is the first person to complete requirements for the Certificate in Preservation from the School of Communication, Information and Library Studies Professional Development Program, Rutgers University. He has just been appointed Manager, International Archives of Economic Geology, American Heritage Center, University of Wyoming.

★★

As many *MAA* readers know, I am on the Board of Trustees of Abbey Publications, Inc., the non-profit corporation established to support the activities and research of former MARAC

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PRESERVATION NEWS

Continued from P. 9

member Ellen McCrady and her publication, *Abbey Newsletter* and *The Alkaline Paper Advocate*. The Abbey has expanded to provide information service on preservation matters and we hope that its ability to translate important papers into English will also expand. Ellen has recently moved to Austin, TX, the home of the University of Texas Library School, with its Conservation and Preservation Programs which can provide her with eager assistants. Ellen is a very special person. Archivists are indebted to her for her advocacy for permanent paper and the preservation of archival materials. Contributions to help support Abbey Publications are very welcome; they can be sent to Abbey Publications, Inc., 7105 Geneva Drive, Austin, TX 78723.

Preservation Current Reading

Advances in Preservation and Access, volume 1, ed. Barbra Buckner Higgenbotham and Mary E. Jackson. Westport, CT: Meckler, 1992. 297p.

The first in what it is hoped will be an annual review of preservation initiatives and activities, this volume contains essays by archivists and other specialists covering issues of decision-making, management, education and training.

Higgenbotham provides a history of preservation initiatives in the 20th century. The activities of several organizations involved in preservation and access are described. Recommended.

Cooke, George W. "Margaret S. Child: Preservation Advocate," *Conservation Administration News*, No. 51 (Oct. 1992), 6-7, 31.

A profile of a leading advocate for the preservation of archival materials in the U.S. As a staff member of the Research Division, National Endowment for the Humanities, Child helped obtain funding for many early preservation programs and projects and continues as a catalyst in her role as consultant.

Copeland, Peter. "Sound Recordings on Optical Discs," *Library Conservation News*, No. 38 (Jan. 1993), 7.

Describes a process developed by the National Sound Archives, British Library, for the storage and retrieval of sound and image on optical disk, and raises a number of questions about permanence and retrieval.

Dahle, Rolf. "Cold Storage," *Library Conservation News*, No. 37 (Oct. 1992), 1-3.

Discusses the preservation strategy of placing paper-based collections in cold storage to retard deterioration. The National Library of Norway will thus protect its collections.

Etherington, Don. "The Constitution Is Back," *Conservation Administration News*, No. 52 (Jan. 1993), 13.

Describes the design of a system for the display of the Constitution of the Commonwealth of Puerto Rico.

Hankins, Joseph. "Choosing the Right Automatic Sprinkler," *Disaster Recovery Journal*, 5:2 (April-June 1992), 56-60.

A review of the sprinkler systems currently on the market. The author emphasizes the need to select the right sprinkler system for the needs of a facility and to be sure that the system is approved by a recognized product certification laboratory.

Harmon, James D. and Christopher Coleman. "Pest Management and Disaster Preparedness," *Conservation Administration News*, No. 52 (Jan. 1993), 6-7.

Discussed the Integrated Pest Management (IPM) approach to pest management and describes its implementation at the UCLA libraries.

Lindblom, Beth and Karen Motylewski. *Disaster Planning for Cultural Institutions*. Nashville, TN: American Association for State and Local History, 1993. 8p. Technical Leaflet, 183.

Basic instructions for smaller institutions: identifying and decreasing risks; developing a plan within the institutional context; identifying resources; writing and maintaining the plan.

MacKenzie, George. "Preservation of Electronic Media," *Library Conservation News*, No. 38 (Jan. 1993), 1-3, 7.

Describes the problems and challenges of preserving information in electronic format and notes that the greatest long-term problem is accessibility.

Ogden, Sherelyn, ed. *Preservation of Library and Archival Materials: A Manual*. Andover, MA: NEDCC, 1992. Section separately paged.

NEDCC's technical leaflets and basic information is provided in a notebook format, intended to be updated regularly. It is a basic text for my preservation course at Rutgers. The manual will be reviewed in the next column.

Scott, Sally J. "Preservation Needs of Oversized Illustrations in Geology Master's Theses," *Library Resources and Technical Services*, 51:1 (Jan. 1993), 73-85.

Report of a study to determine the extent of deterioration. Suggestions for preservation are discussed including physical treatment and digitation. Reformatting of materials is recommended.

EMPLOYMENT

As a service to the MARAC membership the *Mid-Atlantic Archivist* publishes announcements about professional opportunities for archivists. The *maa* reserves the right to decline or edit announcements that include discriminatory statements inconsistent with principles of intellectual freedom or the provisions of the Civil Rights Act of 1964 and its subsequent amendments.

There is not a fee for publishing job opportunities; however, announcements from the MARAC region will be given priority. The deadlines for the *maa* are December 1st, March 1st, June 1st and September 1st. Because the *maa* is delivered via bulk rate, exact delivery dates cannot be guaranteed.

It is assumed that all employers comply with Equal Opportunity/ Affirmative Action regulations.

UNIVERSITY OF MARYLAND COLLEGE PARK LIBRARIES

Curator for Literary Manuscripts

Responsibilities: This position has curatorial responsibility for literary manuscripts and related special collections materials. The curator arranges, describes, and manages literary manuscript collections and other manuscript collections as needed; prepares designated collections for microfilming; works with current and prospective donors to the collections; responds to all mail and phone inquiries concerning literary manuscripts and related collections; provides reference service at the Maryland Room information desk on an assigned, rotating basis, including some weekends; provides specialized reference assistance to campus faculty, students and visiting researchers; provides bibliographic instruction to classes; selects gift and purchased materials for collections and other special collections; evaluates existing literary manuscript collections, and devises collection development policies and programs in support of these collections; in coordination with other library staff, arranges for proper security and the preservation of literary manuscript materials and related collections.

Qualifications: *Required*: ALA-accredited master's degree in Library Science. Graduate degree in English or Comparative Literature desirable; training in archival management desirable.

Experience Required: Minimum of three years of professional experience in an academic or research library, including experience arranging and describing manuscript collections, or comparable professional experience. Excellent written and oral communication skills. Demonstrated ability to work effectively with the public.

Preferred: Experience with rare materials, including books, photographs and memorabilia.

Salary: $29,702. Salary commensurate with experience. Excellent benefits. For full consideration, submit resume and names/addresses of three references by May 14, 1993. Applications accepted until position is filled. Send resume to Ray Foster, Personnel Librarian, Library Personnel Services, McKeldin Library, University of Maryland, College Park, MD 20742-7011.

Medical Center Archivist
Mount Sinai Medical Center

Opportunity to administer all aspects of a medical center archives at a major metropolitan area health care institution.

Responsibilities include appraising, accessioning, arranging, describing and preserving the archival collection, developing and implementing institutional archival policy in conjunction with the Library Director and institutional administration, providing reference and other services to users, creating MARC records for local online and OCLC catalogs, preparing exhibits and writing about the history of Mount Sinai and the collections.

Requirements for the position include a Master's degree in history or Library Science with formal training and/or coursework in archives administration, a minimum of three years of archives experience, ability to work effectively with researchers, library and medical staff and excellent verbal and written skills. Experience with computer systems a plus.

Send letter of application, resume and names of three references to Lynn Kasner Morgan, Director, Gustave L. and Janet W. Levy Library, Box 1102, Mount Sinai Medical Center, New York, NY 10029. Applications accepted until position filled. Position available April 1, 1993.

EMPLOYMENT

ACLU PROJECT ARCHIVIST - NEW YORK

Two year temporary position. At the end of that time, individual will continue as permanent employee of the ACLU in the position of Librarian/Archivist/ Records Manager. This archivist will be based in the N.Y.C. office of ACLU and will survey and appraise the inactive records of the N.Y.C. and regional offices of ACLU; transfer appropriate records to the Princeton University repository; design records retention schedules and implement procedures for monitoring adherence. Administers the program, including meeting with staff to promote offerings; supervises 1 processing assistant; processes records including legal case files, FBI files and ACLU Foundation projects records. The archivist will spend the first 2 months in Princeton and will make one-week site visits to the regional offices in Denver, Atlanta and Washington. Day-to-day activities monitored by consultant at ACLU. Reports to the University Archivist, project director.

Requirements: MLS from ALA-accredited library school and/or MA with graduate archival training.

Experience in one or more of the following: records analysis and developing retention and disposition schedules; surveying, appraising and processing historical records; providing assistance to office regarding records management techniques; administering records management program. Familiarity with MARC AMC format, library automation and microcomputer applications. Excellent communication skills. Processing of large modern archival collections and experience supervising/training staff desirable. Course work in 20th-century American history preferred.

Desirable: certificate in records management.

Salary and rank dependent upon qualifications and experience. Minimum salary for entry rank is $30,200.

To ensure consideration, send application to: Search Committee for ACLU Project Archivist - N.YU., c/o Human Resources Librarian, Princeton University Libraries, One Washington Road, Princeton, NJ 08544 AA/EOE

PROJECT ARCHIVIST
The Brooklyn Museum Libraries/Archives

Temporary grant funded 21-month position to arrange and describe Culin Archival Collection. Stewart Culin amassed a large group of Native American, Asian and Eastern European research materials as Curator of Ethnology at The Brooklyn Museum (1903-1929).

Responsibilities: under supervision of project personnel, create organizational scheme; process and describe records; create and enter records into in-house database and MARC records into RLIN; coordinate finding aid publication; assist researchers; describe Culin materials in other repositories.

Qualifications: MA, archives specialization; archival experience. Excellent organizational and writing skills. Microcomputer experience, preferably including database work.

Salary: $24,000, with benefits.

Send letter of application, resume, and writing sample to: Diedre Lawrence, Principal Librarian, The Brooklyn Museum, 200 Eastern Parkway, Brooklyn, NY 11238.

University Archivist
Special Collections Librarian

The position of University Archivist/Special Collections Librarian is available at the Scott Memorial Library of Thomas Jefferson University.

This position reports to the Associate Director for Collection Management and supervises one full-time library technician.

Responsibilities include providing reference assistance for, and access to, the Archives and Special Collections; arranging the collections for ease of use and describing their holdings through inventories and other finding aids and taking a leadership role in the preservation of all library materials and disaster preparedness.

Qualifications are an MLS from an ALA-accredited school with archival or records management training; 2 years professional university or institutional archival experience; experience using the MARC AM format; knowledge of microcomputer technology; effective oral and written communication skills.

Desirable is accreditation by the Society of American Archivists.

Salary range expected at hiring is $29,000 - $30,000. The University offers an excellent flexible benefits package including 100% tuition reimbursement.

Thomas Jefferson University is an academic health sciences center consisting of a medical college, college of allied health sciences, college of graduate studies and a hospital.

Qualified applicants may send a resume to: Donna L. Ryan, Business Manager, Scott Memorial Library, 1020 Walnut Street, Philadelphia, PA 19107-5587

Reference Shelf

National Archives Publishes Inventory of Records Relating to Washington, D.C., The Federal City

Washington, D.C. ... The Archivist of the United States announces publication of "Records of the Office of Public Buildings and Public Parks of the National Capital" (Inventory No. 16), compiled by Mary-Jane M. Dowd. The new inventory describes National Archives Record Group 42, which includes records from 1790 to 1933 relating to the creation, location, development and early governance of the City of Washington and the District of Columbia. Publication of the illustrated and indexed inventory was made possible through a generous grant from The Morris and Gwendolyn Cafritz Foundation of Washington, D.C. It is particularly appropriate that this publication should appear during the bicentennial celebration of the Nation's Capital.

The inventory will guide researchers to material that is rich in the history of the Federal City's formative years. Record Group 42 includes records of Presidents Washington, Adams, Jefferson and Monroe, as well as those of later Presidents. Also in the record group are letters, reports and drawings by some of Washington's foremost urban and park planners, architects and sculptors, including Pierre L'Enfant, Benjamin Latrobe, Robert Mills and Daniel Chester French. There are drawings of and documents relating to many significant buildings, bridges, parks, statues, monuments and memorials in the national capital. The most important of these include the White House, the U.S. Capital, the Washington Monument and the Lincoln Memorial.

The publication of this inventory is part of a continuing effort by the National Archives to make historical materials more widely available to the public. Copies of the inventory may be obtained at no cost by writing the National Archives, Fulfillment Branch (NEDC), Customer Service Section, 8700 Edgeworth Drive, Capitol Heights, MD 20743-3701. For further information about availability, call 800-788-6282.

★★

A Guide to Archival Sources for French-American Art History in the Archives of American Art, Smithsonian Institution, Washington, D.C. 1992. 12:8p.

The Archives of American Art regularly produces excellent books of information about their holdings and this one is no exception. While not itself a guide to their collections, it does index information on those collections pertinent to the topic.

Information spans the period from the late 18th century through the mid-20th century. While the frame of reference is the experience of American artists in France, the guide more accurately proves to be a source of information about cultural relations with France as noted in the letters, diaries and sketch books of these artists. A rich variety of topics are covered including the attainment of professional status for American women artists, the life of an African-American artists in Paris, the politics of the Parisian art community, the support networks developed by French and American artists as well as comments on technical processes and materials.

Collection entries are arranged chronologically and there is a very full name and subject index. Page numbers in bold indicate collection entries. Original papers are in the Archives of American Art unless otherwise noted. Microfilms have identifying roll numbers at the end of each entry. Microfilms are available at all Archives of American Art offices and addresses are given after the title page. Microfilm that has not been restricted is available through regular inter-library loan. Loan requests should be addressed to the Detroit office.

This publication is available from the Archives of American Art, 8th & G Sts., N.W., Washington, D.C. 20560.

Reviewed by Mary Boccaccio

Archivist

Immigration History Research Center
University of Minnesota

For two year NEH-funded project to arrange and describe historical records relating to the migration and acculturation experiences of East European émigré communities in America in the post-World War II and Cold War era. Along with arrangement and description work, the archivist will supervise supporting activities of two project assistants and will participate in promoting results of the project.

Qualifications: graduate degree in an appropriate humanities discipline (e.g. history, American studies, East European area studies); graduate-level coursework (or institute training) in archives administration and/or significant archival processing experience; reading knowledge of either Ukrainian or Latvian language.

Salary: $30,000 for first year. Position available July 1, 1993. Send letter of application, resume, and names/addresses of three references to Joel Wurl, Chair, Project Archivist Search Committee, Immigration History Research Center, 826 Berry St., St. Paul, MN 55114.

Deadline: May 1, 1993.

STEERING COMMITTEE

Summary of Steering Committee Actions and Reports at the Meeting of 11 February 1993 in Baltimore, Maryland:

At this meeting the Steering Committee:

• approved the minutes of the 29 October 1992 Steering Committee meeting, with no correction;

• approved the minutes of the 31 October 1992 Business Meeting as printed in the Winter 1993 (v.XXII, no. 1) issue of the *Mid-Atlantic Archivist*, with the following corrections:

* p. 17, no. 2. e. - The second sentence should read "...workshops at Long Branch, and being investigated for workshops at the Gettysburg meeting,"

* p. 18, no. 5 - Kim Byers should be Jim Byers;

• approved a policy recommended by the Meetings Coordinating Committee that MARAC, its officers, and committees shall not purchase alcoholic beverages for consumption at Conference-sponsored meetings and events; MARAC shall not, however, prevent individual members from bringing such beverages to Conference-sponsored meetings and events;

• approved New York City as the site of the Spring 1994 Meeting;

• approved the Education Committee and the Pennsylvania State Caucus's request for permission to apply for grant funds from the Pennsylvania Historical and Museums Commission to support educational workshops at the Fall 1993 MARAC meeting in Gettysburg;

• passed a resolution regarding the National Archives and Records Administration expressing MARAC's concern over the recent report of management issues and problems and recommending steps to be taken [the text of which appears on page 23];

• passed a resolution supporting the reauthorization by the United States Congress of the Nation Historical Publications and Records Commission and urging reauthorization at the funding levels identified by the Commission as necessary to carry out its new plan for identifying and preserving valuable historical records in the 1990s.

The Chair reported:

• that a grant application for funding to establish a consultant program in the MARAC region based on the New Jersey CAPES (Caucus Archival Project Evaluation Service) model was not completed in time to meet either the NHPRC or NEH deadlines in 1992, although interest in the idea was expressed by staff at both funding agencies; and that the Chair will appoint an ad hoc committee comprising members from at least three states to prepare a grant application in 1993;

• that only one standing committee had submitted input for updating the long-range plan prior to the meeting, and he announced that the chair of each committee will be contacted for a submission prior to the Long Branch meeting;

The Vice Chair reported:

• that the final reports were received for the Fall 1992 Meeting at Buffalo, and that the meeting had 155 registrants and 193 participants, with net income to date of $2,783;

• that letters will be sent to the Hyatt Hotel in Buffalo and to Hyatt's national headquarters by the Chair expressing MARAC's profound dismay at the discriminatory treatment of a Conference member by the staff of the hotel, and our intention of taking this matter into account when selecting future meeting sites;

• that a request had been received from the International Association of Convention and Visitors Bureaus to input information on MARAC's upcoming meetings into their database, which is used by convention bureaus nationwide; there being no objection form the Steering Committee, she will furnish the requested information;

• on past and future meetings:

Spring 1993, Long Branch, NJ 6-8 May, venue: Ocean Place Hilton; Tom Frusciano, program chair, Elsalyn Palmisano-Drucker, local arrangements chair, will feature a more extensive workshop schedule, to attract a more diverse group of registrants;

Fall 1993, Gettysburg, PA, 4-6 November, venue: Gettysburg Hotel; Michael Musick and Judy Thorne, program co-chairs, David Hedrick, local arrangements chair, theme: war and peace;

Spring 1994, New York City, dates and venue to be confirmed, John Celardo, local arrangements chair; OHMAR will consider co-sponsoring the meeting;

No other sites are set, but Annapolis and Richmond are under consideration, and Wilmington, Delaware is being investigated as a fixed site for one of the semiannual meetings;

The Steering Committee also:

• discussed various advantages and problems associated with a fixed-site for meetings;

• received the Treasurer's Report for the first quarter of FY 1992-93, and learned that steps to notify the membership of the proposed dues increase to be voted on at the Spring 1993 Business Meeting in Long Branch were going smoothly;

• received the report of the MARAC Administrator, who announced that Conference membership totaled 1,013 as of 10 February, 101 of whom had joined since 1 June 1992; and that 114 non-renewing members had been purged from the database in February; that the membership directory would be mailed out in February;

• received the report of the MARAC Archivist, who announced that his department at the University of Maryland, College Park, has completed its move and he is again receiving materials for the MARAC archives; the department is now open to the public for limited hours;

• received the report of the Education Committee, including notice that the committee will begin awarding continuing education units (CEUs) for MARAC workshops at the Long Branch meeting; an article on the CEU program will appear in the next *MAA* [see page 23]; the committee will seek feedback on the Long Branch workshops, and Gettysburg workshops will use a new approach of meeting by type of repository with a formal agenda of topics;

• received the report of the Finding Aids Award Committee, including notice that, despite inadequate publicity for the award competition, seven entries were received by the 31 December 1992 deadline;

• received an interim report of the Nominations and Elections Committee:

• received the report of the Outreach Committee, including notice that a brochure series will be ready for Steering Committee approval at Long Branch; and that the committee invites suggestions for MARAC Service Awards to be presented at Long Branch;

• received the report of the Publications Committee, including notice that the committee seeks suggested topics for new technical leaflets; that the second volume of the symposia series - on the topic of automation - will be available at Long Branch; and that the *MAA* editor will investigate the use of having articles submitted in electronic form to facilitate faster production of the newsletter;

• received the report of the Custer Award Committee, including notice that Robert Sink has been elected chair for 1993;

• received the report of the MARAC Liaison to the SAA Committee on Regional Archival Activity;

• received the report of the MARAC Liaison to the National Coordinating Committee for the Promotion of History, including notice that NCCPH had issued a series of position statements and resolutions concerning federal records declassification policy, reauthorization and funding for NHPRC, access to the stacks at the Library of Congress, and current management problems at NARA;

• received the report of the Chair's representative at a strategic planning meeting called by NARA in December, including notice that the panel - comprising representatives of SAA, NAGARA, and MARAC - met with NARA's Strategic Planning Committee, and had offered comment on NARA's strengths and weaknesses, along with recommendations for improvement in the future;

• learned that the New York Historical Society was experiencing severe financial difficulties that could threaten the integrity of its collections and public access to them; and that other private historical societies are suffering serious funding problems; and

• set the date of the next meeting of the Steering Committee for Thursday, 6 May 1993, at the Ocean Place Hilton in Long Branch, New Jersey.

MARAC Resolution on the New York Historical Society

The Steering Committee (governing board) of the Mid-Atlantic Regional Archives Conference adopted the following resolution on 11 February 1992:

Whereas, the Mid-Atlantic Regional Archives Conference (MARAC) is the association of archival professionals for the region encompassing the State of New York; and

Whereas, the members of the Steering Committee of MARAC have become aware of the severe financial crisis at the New York Historical Society — whose library collections are one of the nation's most significant resources for the study of American and New York history—which has resulted in an announced closing date of 19 February 1993 for the Historical Society's library;

Now **THEREFORE, BE IT RESOLVED**, that the Steering Committee of the Mid-Atlantic Regional Archives Conference urges the Board of the Historical Society, the Advisory Committee for the Society, and the Governments of the City and State of New York to take every step to maintain continuous public access to the library collections within the City of New York, and to preserve their completeness and integrity under the administration of a single institution.

MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE

Treasurer's Report, 1992 - 1993 Fiscal Year
October 1, 1992 - December 31, 1992

Category	Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	% of Budget	Total	1991-92 Actual
REVENUE AND SUPPORT								
Membership Dues	$10,700.00	$7,649.00				71%	$7,649.00	$12,028.00
Publications Sales	450.00	187.00				41%	187.00	397.46
Pub. Advertising	1,200.00	150.00				13%	150.00	1,133.00
Bank Interest	1,700.00	465.17				27%	465.17	2,074.57
Conferences	6,000.00	1,102.73				18%	1,102.73	2,679.16
Mailing List Sales	100.00	80.00				80%	80.00	60.00
Contributions	400.00	348.00				87%	348.00	380.00
Total Revenue and Support	**$20,550.00**	**$9,981.90**				**49%**	**$9,981.90**	**$18,752.19**
EXPENSES								
General	$1,110.00	$20.00				2%	$20.00	*$2,385.85
Administrator	5,300.00	527.31				10%	527.31	* 1,922.16
Treasurer	850.00	32.89				4%	32.89	* 0
Membership	1,250.00	29.00				2%	29.00	* 1,075.50
Committees	2,875.00	111.30				4%	111.30	2,431.63
Conference Advances	2,000.00	0				0%	0	1,500.00
Publications	12,950.00	2,623.70				20%	2,633.70	9,015.70
Awards	300.00	200.00				67%	200.00	300.00
Miscellaneous	50.00	22.00				44%	22.00	109.39
Total Expenses	**$26,685.00**	**$3,566.20**				**13%**	**$3,566.20**	**$18,740.23**
NET INCOME or (NET LOSS)		**$6,415.70**					**$6,415.70**	**$11.96**

SUMMARY

Opening Balance	$43,585.92
Income	9,981.90
Expenses	3,566.20
Closing Balance	**$50,001.62**
Cash Accounts	
Checking Accts:	$7,929.23
Savings Accts:	42,072.39
Total	**$50,001.62**

Fund	Opening	Credits	Debits	Closing
Current	$6,205.92	$9,633.90	$3,566.20	$12,273.62
Endowment	6,380.00	348.00		6,728.00
Reserve	24,000.00			24,000.00
Surplus	7,000.00			7,000.00
Total	**$43,585.92**	**$9,981.90**	**$3,566.20**	**$50,001.62**

* An asterisk indicates that the budget categories identified for comparison purposes for FY 1991-92 and FY 1992-93 do not precisely match. These budget categories have been modified for FY 1992-93 or are new budget categories.

News from the National Archives

News from the National Archives, Winter 1993

On November 23, 1992, the Archivist of the United States issued an action plan to respond to a report of the Senate Committee on Government Affairs. The major points outlined in that plan appeared in the Winter issue of the *Mid-Atlantic Archivist*. Since issuing the plan, the Archivist has taken the following steps:

At the Archivist's request, the President's Council on Integrity and Efficiency has assigned two members of the Inspector-General's staff at the Department of Health and Human Services (HHS) to undertake an impartial review of the allegations in the Senate report. They are examining the evidence that the Senate committee gathered and will recommend any further actions that should be taken to resolve the matters the report touched upon. The HHS staff members expect to complete their work by March 1.

The Archivist has named Roberta L. Gross, Deputy Inspector General for Investigations, National Railroad Passenger Corporation, to be Acting Inspector General for NARA through an interagency agreement with her agency. The President's Council on Integrity and Efficiency (PCIE) made the necessary arrangements for this agreement in response to the Archivist's request for assistance. The agreement is for the initial 30 days duration and includes the services of two investigators, Peter Row and William Purdy.

Dr. Trudy H. Peterson has been appointed Deputy Archivist effective March 7, 1993.

The National Archives oversight committees in both houses of Congress have been kept fully informed regarding National Archives actions in response to the Senate report. National Archives staff have redoubled their efforts to create a dialogue with the oversight committees.

The strategic planning initiative that was begun last summer, before the current controversy began, is nearing fruition. The planning process has been broadened to encompass the entire agency. A professional expert in strategic planning was hired to advise and assist in the process. Dozens of National Archives employees and others have participated in a thoroughgoing reassessment of the agency and its mission. Thirty-five National Archives employees from all over the country have been responsible for the planning process, with the guidance of the senior management of the National Archives. A new mission statement for the agency is being created. Goals and objectives taking the mission statement and the external environment into account are being written. The working committees have laid out what the National Archives must do during the next three to five years to be successful in accomplishing its mission.

The Archivist sent letters to more than 40 organizations soliciting recommendations for members of the National Archives Advisory Council. The Advisory Council will broadly reflect the various constituencies with which the National Archives interacts on a regular basis. The Council will provide guidance to strengthen the National archives and its management and will enhance the National Archives ability to serve its many constituent groups and the American people.

The Archivist will announce the selections for the Advisory Council by the end of March. The first Council meeting will take place in May of 1993.

★★

As part of the Presidential transition, the National Archives and Records Administration announced on January 28, that it had taken physical custody of more than 5,000 backup computer tapes and other electronic material generated by the Reagan and Bush Administrations. These materials have been the subject of an ongoing lawsuit, Armstrong v. EOP et al. (C.A. No. 89-0142 CRR), and several subsequent orders of the United States District Court and Court of Appeals for the District of Columbia.

The National Archives custody of these materials resulted from several agreements between the National Archives and the National Security Council, the Office of Administration and former Presidents Ronald Reagan and George Bush. The agreements were signed on January 19 and 20, 1993. Under the terms of the agreements, the National Archives will protect and preserve the materials until the legal issues involving their status are resolved.

The computer tapes and other electronic materials covered by the agreements will be kept in secure storage, under the custody of the National Archives, in a National Archives facility in the Washington, D.C. area. National Archives employees will control access to the storage area.

The agreements ensure that these computer tapes and other electronic materials will remain intact and under professional care until their status is resolved.

★★

The twenty-second annual Institute for the Editing of Historical Documents is scheduled for June 21-July 1, 1993, in Madison, Wisconsin. Jointly sponsored by the National Historical Publications and Records Commission (NHPRC), the State Historical Society of Wisconsin, and the University of Wisconsin, the institute will provide detailed theoretical and practical instruction in documentary editing and publication.

★★

The National Archives is offering a four-day lecture/workshop, entitled "Going to the Source: An Introduction to Archival Research," May 18-21, 1993, in Washington, DC.

Continued on P. 18

News from the National Archives

Continued from P. 17

The course, now in its 16th year, is designed to fit the research needs of the professional researcher, social scientist, publisher, journalist, dramatist, novelist or other writer, public policy analyst, historian, museum or exhibits curator, teacher, research librarian or avocationist.

Sessions will focus on strategies for locating and gaining access to primary sources in archives and manuscript repositories, the wide variety of descriptive finding aids available to researchers and the process of conducting research in archival institutions, including the National Archives. Workshops will provide experience with documents, microfilmed records and finding aids. Independent research may be conducted when the course is not in session.

Enrollment is limited to 30 persons. The cost, including all materials, is $125. To register or for general information, write or call Paula Nassen Poulow, Education Branch (NEEE), National Archives, Washington, DC 20408. Phone 202/724-0455.

★★

The National Archives is hosting a conference entitled "America at War, 1941-1945," which will be sponsored by the World War II Studies Association. The conference will be held May 27 and May 28, 1993, in the National Archives Theater.

Drawing on the perspective of half a century, informed by the wealth of sources now accessible, and taking into account changing interpretations that have emerged in the light of new developments over the years, this conference is intended to provide a forum for the reconsideration of America's role in the war, particularly through 1943, the performance of the American people and armed forces, and the political, economic, social and psychological impact and aftereffects of the war.

For information and a complete schedule contact Robert Wolfe, NNR-CG, National Archives, Washington, DC 20408. Telephone 202/501-5465.

★★

A new publication, *Personal Papers of Executive Branch Officials: A Management Guide*, is now available free of charge by writing the Records Administration Information Center (NIA), National Archives, Washington, DC 20408 or by calling 202/501-6025. the guide was prepared jointly by the Office of Records Administration, the Office of Presidential Libraries and the Office of the National Archives. It is intended to assist government officials in making decisions about what are records that must be incorporated in agency files and what may be maintained and removed as personal collections of papers when officials leave office.

★★

U.S. ARCHIVIST ANNOUNCES RESIGNATION

On February 12, 1993, the Archivist of the United States, Don W. Wilson announced that he was stepping down as head of the National Archives on March 31 to accept a position at Texas A&M University.

In making the announcement, Dr. Wilson said "It has been a great privilege to hold the position of Archivist of the United States for the past five and a half years and it has been especially rewarding for me to have had the opportunity to work with employees at the National Archives in Washington, D.C., the regional branches, the Presidential libraries and the records centers. Their dedication to furthering the mission of the National Archives and their professionalism is exemplary."

He continued, "I believe through the efforts of the staff much progress has been made toward making this institution a strong, viable and independent agency providing a leadership role in records management and in serving the three branches of the Federal government, as well as the American public. The new National Archives facility in College Park, MD will enhance the opportunities to carry out the important mission of preserving and making available all the permanently valuable records of the Federal government."

Dr. Wilson who was appointed by President Reagan and confirmed by the Senate as the first Archivist under the terms of the National Archives Independence legislation of 1985, will become Research Professor of Presidential Studies and Executive Director of the George Bush Center at Texas A&M University in College Station, Texas. Texas A&M is the site of the future George Bush Library and related School of Government and Public Service.

Dr. Wilson leaves the Federal government after 20 years of public service. Prior to being named Archivist of the United States, he served as the Assistant Director of the Dwight D. Eisenhower Library, and was the first Director of the Gerald R. Ford Library and Museum in Ann Arbor and Grand Rapids, Michigan.

★★

The Archivist of the United States has announced the following personnel changes effective on March 25, 1993: Trudy H. Peterson will become permanent Deputy Archivist. Following the Archivist's departure, she also will become Acting Archivist, until a new Archivist is appointed and confirmed by the Senate. Raymond A. Mosley will become Chief of Staff with a special emphasis on strategic planning. During the transition, when Dr. Peterson is absent or unavailable, Raymond A. Mosley will serve as Acting Archivist. Claudine J. Weiher will become Assistant Archivist for Special and Regional Archives; Michael J. Kurtz will be Acting Assistant Archivist for the Office of the National Archives.

NHPRC Fellowships in Archival Administration: Institutions Solicited to be Host Institutions

For the 1994-95 year, the National Historical Publications and Records Commission (NHPRC) is offering two fellowships in archival administration. The Commission is now accepting applications from archival repositories interested in serving as host institutions for the two fellows to be selected. Not-for-profit organizations and institutions, State and local government agencies, and Federally acknowledged or State-recognized Native American tribes or groups are eligible to apply. The two positions will focus on active, hands-on experience in administration and management. The application receipt deadline is September 1, 1993. The fellowship program is funded jointly by the Commission and The Andrew W. Mellon Foundation.

The Commission views the fellowship program, now in its eighth year, as an opportunity for professional archivists with two to five years' work experience to gain new or additional experience with administrative procedures and problems. Archives interested in applying to serve as one of the two host institutions should be able to expose the fellow to a wide variety of archival administrative experiences during the nine to twelve months that the fellow will be working with the host's archival staff. In addition, project directors should be mentors to the fellow, and as such should plan for quality time to be spent with the selected individual. For the 1993-94 fellowship year, the host institutions are the Schlesinger Library of Radcliffe College in Cambridge, Massachusetts, and the Kansas State Historical Society in Topeka, Kansas.

The fellows' stipend is $35,000, with a benefit payment of $7,000. Host institutions also are given $1,500 to interview prospective applicants and to use for the selected fellow's professional travel during the fellowship year.

The two host institutions will be chosen by December 1, 1993. At that time, application forms for prospective *individual* fellows will be made available. Individual applications are due March 1, 1994. The two fellows will be selected by the host institutions from the pool of eligible applicants. The fellowships will begin in the late summer or early fall of 1994.

The Commission strongly encourages any interested archives to contact the Commission staff to discuss their application. Commission staff will work with prospective applicants to assure that their proposals include the range of administrative opportunities desired by the Commission. Prospective institutions should request guidelines and application forms from the NHPRC-NP, National Archives Building, Room 607, Washington, DC 20408. Host applications must be received no later than September 1, 1993. For further information, contact Laurie A. Baty of the Commission staff at (202) 501-5610.

THE ARLINE CUSTER MEMORIAL AWARD GUIDELINES FOR SUBMISSION

This award honors the memory of Arline Custer (1909-1975), MARAC member and editor of the National Union Catalog of Manuscript Collections.

The award recognizes publishing achievements by MARAC members and individuals or institutions in the states comprising MARAC. The Custer Committee is particularly interested in receiving published writings that appeal not only to the archival community, but to the general public as well. The Committee will consider scholarship, relevancy, innovation, quality of writing and presentation and layout as criteria in judging submissions.

Multiple submissions by individuals or institutions are welcome. The publication must have appeared between July 1, 1992 and June 30, 1993.

Archival finding aids, including guides, will not be considered for the Arline Custer Award Committee, and should instead be sent to the MARAC Finding Aids Award Committee.

Two prizes will be awarded, each with a monetary value of $100. The 1993 winners will be announced by the Committee during the MARAC Fall meeting in Gettysburg, Pennsylvania.

Please send a least one copy of each submission to: Bob Sink, Custer Committee Chair, c/o N.Y.P.L. Archives, 521 W. 43rd Street, NYC, NY 10036.

Submissions must be received by August 1, 1993. If you have any questions, contact Bob at 212/714-8572.

UPCOMING MARAC MEETINGS

Spring Meeting
Long Branch, New Jersey, May 6-8, 1993

Fall Meeting
Gettysburg, Pennsylvania, November 4-6, 1993

SAA CALENDAR

New Orleans
August 30 - September 5, 1993

Indianapolis
September 5-11, 1994

Washington, D.C.
August 25 - September 3, 1995

San Diego
September 1-8, 1996

For more information, contact: Meeting Planner, Society of American Archivists, 600 S. Federal, Suite 504, Chicago, Illinois 60605, 312/922-0140

PRESERVATION/CONSERVATION CALENDAR

Compiled by Susan G. Swartzburg, Rutgers University Libraries

1993

April 21-22: Long Branch, NJ. New Jersey Library Association Spring Conference. The Preservation Section program: "Commercial Library Binding," Speaker: Millie Suter, Ocker & Trapp Bindery, Emerson. Contact: New Jersey Library Association, P.O. Box 1534, Trenton, NJ 08608.

April 22-23: Washington, DC. "Conservation Considerations in the Design of Museum Facilities," a one and a half day seminar jointly offered by the National Gallery of Art and the Northeast Document Conservation Center. Intended for staff involved in new construction or renovation of facilities. Fee: $125. Contact: Gay Tracy, 100 Brickstone Square, Andover, MA 01810.

April 29: New York, NY. Disaster Workshop; hands-on recovery experience, sponsored by the New York Metropolitan Reference & Research Library Agency (METRO). Instructor: Nelly Balloffet. Limited to 25 participants; METRO members have priority. Contact: METRO, 57 East 11th Street, New York, NY 10003.

May: Philadelphia, PA. "Disaster Preparedness & Recovery Workshop," 2 days, sponsored by PALINET in cooperation with the Conservation Center for Art & Historic Artifacts. Fee: $150 for PALINET and/or CCAHA members; others $290. Contact: Jeanne-Elizabeth Combs, PALINET, 3401 Market Street, Suite 262, Philadelphia, PA 19104.

May: Bethlehem, PA. "Preservation Microfilming," a seminar to familiarize participants with the technical and administrative issues in managing preservation microfilming projects, offered by MicrogrAphic Preservation Service (MAPS) with PALINET. Fee: $35 for PALINET members: others $80. Contact: Jeanne-Elizabeth Combs, PALINET, 3401 Market Street, Suite 262, Philadelphia, PA 19104.

May 6-8: Long Branch, NJ. "Celebrating Archival Diversity," Mid-Atlantic Regional Archives Conference Spring meeting. Program will include a preconference Seminar on Disaster Planning, conducted by Susan G. Swartzburg, Preservation Specialist, Rutgers University; a preservation update; preservation film festival; and other preservation-related programs. Contact: Elsalyn Palmisano-Drucker, West Long Branch Public Library, 95 Poplar Avenue, West Long Branch, NJ 07764.

May 10-11, August 6: New York City. "Preservation Management: Planning for Preservation," institute on collection management and preservation. Each participant is expected to undertake a preservation survey of h/er institution. Instructors: Evelyn Frangakis, Society of American Archivists, and Susan Swartzburg, Rutgers University Libraries. Fee: $195. Contact: Jana Varlejs, Director of Professional Development, SCILS (see above).

May 11: Wilmington, DE. "Preservation Challenges: Resources for the Future," introductory workshop. Instructor: Jill Rawnsley, Conservation Center for Art and Historic Artifacts (CCAHA). Fee: $80 for PALINET and/or CCAHA members; other $155. Contact: Jeanne-Elizabeth Combs, PALINET, 3401 Market Street, Suite 262, Philadelphia, PA 19104.

May 12-15: Chicago, IL. Association for Recorded Sound Archivists Conference. Contact: ARSC, P.O. Box 10162, Silver Spring, MD 20914.

May 21-22: Atlanta, GA. "The Magnetic Media Challenge: Preservation of Audio Tape and Videotape in Libraries and Archives," sponsored by the ALA Preservation of Library Materials Section, the Association of Research Libraries, and the Society of American Archivists. Contact: ALCTS, 50 East Huron Street, Chicago, IL 60611.

May 31-June 5: Denver, CO. American Institute for Conservation Annual Conference. Contact: AIC, 1400 16th Street, NW, Suite 340, Washington, DC 20036.

June 6: Denver, CO. AIC/BPG Library Collections Discussion Group meeting. Contact: Maria Grandinette, Conservation Department, Stanford University Libraries, Stanford, CA.

June 15-19: Rosemont, NJ. "Mountmaking for Exhibitions," workshop at Benchmark Studio; limited to 12 people. Fee: $600. Contact: Benchmark, Box 115, Rosemont, NJ 08556.

July 6-10: Rosemont, NJ. "Mountmaking for Exhibitions," workshop at Benchmark Studio; limited to 12 people. Fee: $600. Contact: Benchmark, Box 115, Rosemont, NJ 08556.

July 12-August 4: Wilmington, DE. Collections Care Training Program, sponsored by the Mid-Atlantic Association of Museums and the University of Delaware Museum Studies Program. Contact: Frank J. McKelvey, Jr., Project Director, Collections Care Training Program, Box 4537, Wilmington, DE 190807.

July 22-25; Rochester, NY. "Fast Rewind," a conference devoted to the preservation of the moving image to be held in conjunction with "Montage 93: International Festival of the Image." Contact: Bruck A. Austin, Kern Professor in Communications, College of Liberal Arts, Rochester Institute of Technology, P.O. Box 9887, Rochester, NY 14623-0887.

July 22-30: Wellesley, MA. "Preservation Management for College Libraries," a seminar developed by SOLINET and the Commission on Preservation and Access to enable academic librarians to implement effective strategies for the preservation of general collections. To be held at Wellesley College, the seminar is limited to 20 participants. Tuition $1,500. Contact: Amy Bernath, SOLINET Workshop Coordinator, 1438 West Peachtree Street, NW, Suite 200, Atlanta, GA 30309-2955.

August 14-19: Rochester, NY. Photographic preservation seminar. Contact: RIT/T&E Seminar Registration, Frank E. Gannett Memorial Bldg., P.O. Box 9887, Rochester, NY 14623-0887.

August 22-27: Washington, DC. Triennial Meeting of the International Council of Museums Conservation Committee. Contact: ICOM-CC, Conservation Analytical Laboratory, Museum Support Center, Smithsonian Institution, Washington, DC 20560.

MARAC NEWS

NEWS FROM THE ADMINISTRATOR

MARAC Welcomes New Members

MARAC is pleased to recognize and welcome the 109 new members who have joined since June 1992. Their names and institutions are listed below. As of 1 March 1993, the total MARAC membership is 1030. On that day the 1993 Membership Directory was mailed to all members. If you did not receive one, please notify me. Also, let me know if your address changes, your address is incorrect on your mailing label, or you are having any problems with MARAC mail. My address is: Marsha Trimble, University of Virginia Law Library, 580 Massie Road, Charlottesville, VA 22903-1789; phone: 804/924-3023; fax: 804/924-7239; e-mail: mt9c@virginia.edu.

Barbara Addison
Swarthmore College Peace Collection

Eileen E. Allen
SUNY Utica/Rome

Carolyn Bazarnick
U.S. Department of Justice

Randolph H. Boehm
University Publications of America

Carla Bowen
National Academy of Sciences

Bridget Bower
Ithaca College

Lyn S. Brown
Philadelphia College of Bible

Jeffrey N. Bumbrey

Mary Callinan
BOCES

Adrienne Cannon
University of Virginia

Dorothy Christiansen
SUNY Albany

La Nina Manaigo Clayton
Fiorello H. LaGuardia Community College

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MARAC News

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Eric J. Cleveland
National Archives

Irene D. Coffey
Franklin Institute Science Museum

Sheila Collins
SUNY Buffalo

Helen Conger
Case Western Reserve University

Jean Kincaid Cook

George W. Cooke

Lorraine Coons
Chestnut Hill College

Thomas F. Cotter
National Archives

David P. Crowley
National Archives

John Paul Deley
National Archives

Donna Longo DiMichele
Duke University

Sister Mary Peter Dolata, CSSF
Felician Sisters Central Archives

Elizabeth Donovan
SUNY Buffalo

Kathryn H. Dwinell

Judy Solomon Engelberg
University of Maryland

Laura Engelhardt
SUNY Buffalo

Suzanne Etherington

Hans J. Finke
Ontario County Department of Records

Amy R. Fitch
George Washington University

Dorothy Flemming
New Jersey State Nurses Association

Sister Laura Follmer, P.B.V.M.
St. Helen Convent

Janet Forbes
Virginia Beach Public Library

Brian D. Fors
National Archives

Susan Anne Francis
National Archives

Wendy Franklin
Wyoming Historical and Geological Society

Bradley E. Gernand
Library of Congress

Clifford R. Gillam, Jr.
CoreStates Financial Corporation

Irwin Gordon
Pratt Institute

Elizabeth Gulacsy
NYS College of Ceramics

James Higgins
George Mason University

David Hill
SUNY Albany

Jim Huttlinger
World Bank

Ward Jackson
Solomon R. Guggenheim Museum

Kimberly Jacobsen
National Archives

Sister Helen Jacobson, OSF
St. Joseph Hospital

Loraine Jordan
University of Virginia

William M. Joyner
National Archives

Amy June
Franciscan Health System

Deborah L. Kapper
Smithsonian Institution

Ann M. Kenne
Franklin & Marshall College

Linda M. Kennedy
SUNY Buffalo

Kim Klein
The Washington Post

Gretchen Knapp
SUNY Buffalo

Christine Kussey
SUNY Buffalo

Joseph P. Laframboise
Penn State University

Beth Myers Lander
Joint Free Public Library, Morristown

Bruce Laverty
Athenaeum of Philadelphia

Alan Lipton
National Archives

Karen E. Livsey
Fenton Historical Society

Kris T. Lucas
National Archives

Michael Anne Lynn
The Stonewall Jackson House

Iva Jean Maddox
Historical Center of York County

Debbie Martin
Association of American Medical Colleges

Stephen Marz
University of Maryland

Patricia McCoury
Pennsylvania State System of Higher Education

Jennifer Davis McDaid
Virginia State Library and Archives

Sister Edna McKeever
Congregation of Sisters of Saint Joseph

Denis P. Meadows

George H. Moss, Jr.
Moss Archives

Patricia A. Murray
Dudley Observatory

Alison L. Oswald
Washington & Lee University

Barbara A. Paulson
National Endowment for the Humanities

Wendell Piez
Rutgers University

Claire Prechtel-Kluskens
National Archives

Joe Rafter
WNY Railway Historical Society

Sister Sara Louise Reilly, S.C.
Sisters of Charity of Seton Hill

Jeann Riedl
Delaware County Historical Association

Teresa Roane
Valentine Museum

Sarah Rouse
Library of Congress

Steven J. Russ
National Archives

Helen Rutt

Alice M. Ryan
St. Andrew's School

John A. Sable
SUNY Buffalo

Karen L. Schnitzspahn

Miranda D. Scott
Presbyterian Medical Center of Philadelphia

Corey Seeman
Historical Society of Western Pennsylvania

Joe Settanni
Jewish Historical Society of MetroWest

Patrick Shalhoub
Jersey City Public Library

Ezra Shapiro
SUNY Albany

Brian Shovers
Temple University

Clifford L. Snyder
National Archives

Michael Spangler
Library of Congress

Betty Steckman
New Jersey State Library

Malka Stern
SUNY Buffalo

John W. Syron
SUNY Albany

Jill M. Tatem
Case Western Reserve University

Noreen Tillotson
SUNY Buffalo

Mary Anne Toner
Helene Fuld Medical Center

Sister Mary Trusso, R.S.M.
Trocaire College

Ann W. Upton
Westtown School

Christie D. Vernon
Saint Leo College

Jill Vetter
Carnegie Hall

Jean Wassong
St. Johns University

Susan Robbins Watson
American Home Economics Association

Karl Weissenbach
National Archives

Kristen Wilhelm
National Archives

Nancy E. Zink
SUNY Buffalo

★★

MARAC Resolution on the National Archives and Records Administration

The Steering Committee (governing board) of the Mid-Atlantic Regional Archives Conference adopted the following resolution on 11 February 1993:

The Mid-Atlantic Regional Archives Conference (MARAC) has watched with growing concern over the past few months as a number of management issues and problems have surfaced at the National Archives and Records Administration (NARA). These issues include: the selection process for, and performance of, the NARA Inspector General; the review and opening of the Nixon Presidential materials; the reorganization of NARA's management structure; and the Armstrong, et al. vs. the Executive Office of the President (the "Profs") case.

Because NARA is the national archival institution, setting examples followed by many other archival organizations in this country, it is vital to the archival profession that these issues be resolved correctly and swiftly. To that end, the Steering Committee of MARAC recommends that NARA take the following steps:

1. The strategic planning process now underway at NARA - an excellent method for establishing management priorities and goals - should be completed, and its results put into effect. The target date for completing the process - February 15 - allows too little time for the development of a comprehensive strategic plan; however, this process should continue until such a plan is in place and made operational.

2. NARA should work with the Executive and Legislative branches of the Federal Government to identify and define its mission more clearly, and to obtain the enabling legislation and funding needed to carry out this mission. It is clear that NARA needs strengthened legislation and increased resources to provide for better control over Federal records, just as it is also clear that NARA has not aggressively exercised the authorities it already has.

3. NARA should assume a more assertive outreach role as the nation's leading archival institution, establishing closer relationships within the Federal Government, and with archival, historical, library, genealogical, and other constituencies it serves. NARA should also maintain a closer relationship with Congressional oversight bodies. MARAC endorses the establishment of an advisory board for NARA as an important step toward establishing closer ties with constituent organizations and groups.

4. NARA should reassess its authority and responsibilities on broader archival issues such as Federal classification/declassification and electronic records policies, and take an active part in the process of shaping new policies.

Editor's Note: An excellent way to voice your concerns about the National Archives is to write to your senators or representative.

★★

Continuing Education Units (CEU) Now Offered by MARAC

Beginning in May with the Long Branch, New Jersey, meeting, participants in MARAC-sponsored workshops will receive Continuing Education Units (CEU). CEU will be awarded for those workshops that provide advanced, in-depth training in a specific area or training in newer techniques and theory. Introductory workshops that teach basic archival skills will not qualify for continuing education credit.

For those workshops that are classified as continuing education, MARAC will provide CEU at the rate of one CEU per ten sixty-minute contact hours. Participants will be given a certificate showing the number of CEU awarded. As required by the International Association for Continuing Edu-

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cation and Training (IACET), MARAC will maintain a permanent record of CEU awarded to individuals.

At Long Branch, CEU will be offered for the following five workshops: "What They See is What You Get: Finding Resource Allocators and Marketing Our Archives" (0.3 CEU); "Disaster Planning and Recovery" (0.3 CEU); "Advanced Arrangement and Description" (0.4 CEU); "Legal Issues in Archival Management: Copyright and Donor Relations" (0.4 CEU); and "Appraising Electronic Records" (0.3 CEU).

The provision of CEU is part of a larger "Workshop Coordination Program" currently being implemented by the MARAC Education Committee. The program, which was approved by the Steering Committee last summer, involves more oversight and quality control over workshops offered under MARAC's auspices and stronger communication between the Program and Education Committees in the selection of workshops for the semi-annual meetings.

Quality control measures include the maintenance of a roster of approved courses and curricular data on each workshop (resume of instructor, syllabus, handouts, exercises, etc.); the administration of a standard workshop evaluation form to participants; and the classification of workshops as either "introductory" or "continuing education."

Communication with MARAC Program Committees is strengthened by the appointment of an Education Committee liaison for each semi-annual meeting. While it remains the responsibility of the Program Committee to choose the workshops for its meeting, the Education Committee liaison assists by providing the roster of pre-approved courses, as well as curricular data and evaluations for workshops under consideration. The liaison also advises the Program Committee of requests for new workshops that come either from the membership or the Education Committee.

As always, MARAC is very interested in hearing from its membership about education and training programs that would be beneficial and timely. There are a number of ways to communicate suggestions for future workshops and other educational opportunities to the organization. Members can put comments on the annual membership renewal form; they can make suggestions on the Program Committee's evaluation form at the semi-annual meetings; or they can write or call any member of the Education Committee. Currently the committee chair is Diana Windham Shaw, Skillman Library, Lafayette College, Easton, PA 18042, 215/250-5148. Any and all ideas are welcome.

Many Thanks to Roger Fromm

Roger will be leaving as the *State and Local News* editor after several years of service to the *maa*.

If you are interested in assuming the editorship of this challenging area please contact the *maa* editor.

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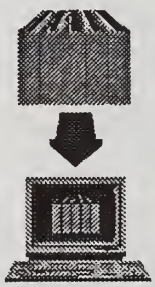

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NATIONAL AND REGIONAL ASSOCIATION NEWS

SAA

Training the Trainer: Teaching Techniques and the Adult Learner

The Society of American Archivists is pleased to offer a new short course for graduate and continuing education instructors on the regional and national levels, who want to increase their effectiveness with adult learners. "Training the Trainer: Teaching Techniques and the Adult Learner" will be held on August 30, 1993, in conjunction with the SAA Annual Meeting in New Orleans.

Using discussion, lecture, and exercises, the instructor will introduce participants to the theory and practice of teaching adults; learning styles; assessment and evaluation techniques; use of case studies; effective use of audio-visual materials; timing and time limitation; and the role of the instructor/facilitator.

Instructor

The instructor for this one-day course will be Jack Prostko, Ph.D., of the Center for Teaching and Learning at Stanford University. Dr. Prostko is part of a pioneering program that works with university faculty to expand and improve teaching methods. In addition to his regular duties at Stanford, Dr. Prostko taught the successful "Train the Trainers" workshop for the instructors of the SAA/NEH Archival Preservation Management Training Program in August, 1992.

Continuing Education Units

Registrants who complete the course will receive a certificate for .75 continuing education units.

For more information on "Training the Trainer: Teaching Techniques and the Adult Learner," please contact Jane Kenamore, SAA, 600 South Federal, Suite 504, Chicago, IL 60605; tel. 312/922-0140

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New England Archivist
20th Annual Meeting
John F. Kennedy Library and University of Massachusetts - Harbor Campus
Boston, Massachusetts
April 30 and May 1, 1993

The New England Archivists (NEA) organization will celebrate its 20th anniversary April 30 and May 1 at the John F. Kennedy Library and University of Massachusetts - Harbor Campus in Boston, Massachusetts. Featured will be workshops, a gala reception, and plenary panels.

Friday, April 30, meeting participants will be able to attend a workshop on developing relations with potential donors, or a workshop on exhibit design. Tours of the Kennedy Library and the Massachusetts Archives Conservation Laboratory have also been arranged. In the evening, Robert Campbell, *Boston Globe* architecture critic and the author of *Cityscapes of Boston*, will deliver the keynote address on the use of historical photographs in studying city design.

The program on Saturday, May 1, consists of three plenary sessions on the role of artifacts and documents in interpreting historical events, archivists and information technology, and multidisciplinary approaches to using documents, artifacts, and other non-written materials in historical analysis.

Edward Gorey, the well-known illustrator, has designed a poster specifically to commemorate this event. The poster will be available through pre-registration, or by purchase at the conference on Saturday.

Members of NEA should receive registration materials in the mail by March 22. Others who wish to receive pre-registration materials, or who would like more information on the meeting, should contact Susan D'Entremont, NEA Registrar, John F. Kennedy Library, Columbia Point, Boston, MA 02125, tel: 617/929-4524. The deadline for pre-registration is April 15.

★★

Lake Ontario Archives Conference and Capital Area Archivists to Host a Joint Conference

The Lake Ontario Archives Conference (LOAC) and the Capital Area Archivists (CAA) will host a joint conference on June 18 and 19, 1993, at Skidmore College in Saratoga Springs, New York. Archivists, historians, librarians, records managers, and representatives of other professions will present papers based on the conference's theme, "Archival Alliances: Connecting With Related Professions."

Margaret Hedstrom, Director of the Center for Electronic Records at the New York State Archives and Records Administration, will speak at the plenary session on Friday. In place of a traditional Saturday keynote address, Michael J. Oatman of the University of Vermont, Burlington, will present "A Surveillance of the Last Detective," a video piece based partially on archival research.

The sessions at the conference will examine professional relationships and the potential for cooperation between archivists and others, including architects, conservators, teachers, museum curators, and information resource managers. Sessions will examine a broad range of topics within the stated theme, including whether New York needs an archival coalition and differing approaches to professional certification. The conference

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NATIONAL AND REGIONAL ASSOCIATION NEWS

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will also include the LOAC and CAA annual membership meetings and tours of sites in Saratoga Springs.

Members of LOAC and CAA will receive a registration packet automatically. Others interested in attending the conference, should contact Geof Huth, president of CAA, c/o New York State Archives and Records Administration, 10A63 CEC, Albany, NY 12230; tel. 518/474-4485. The deadline for pre-registration is May 31.

★★

SOCIETY OF ROCKY MOUNTAIN ARCHIVISTS

The Society of Colorado Archivists voted this past year to expand its membership to include Wyoming and has changed its name to the Society of Rocky Mountain Archivists. The Society's purpose remains the same: to promote cooperation, communication, and professional development among individuals and institutions who are interested in the preservation and use of archival, photographic, manuscript and other historically significant research materials in the Rocky Mountain region.

The Society's newsletter, *The Rocky Mountain Archivist*, is edited by Maxine Trost. All information for the newsletter can be sent to her at the following address: Maxine Trost, American Heritage Center, University of Wyoming, P.O. Box 3924, Laramie, WY 82071; tel. 301/766-6811.

SRMA will hold its annual spring meeting in conjunction with two other groups - the Colorado and Wyoming Association of Museums (CWAM) and the Colorado Preservation Alliance (CPA). The meeting will be held in Colorado Springs from May 13 through 15. Program information may be obtained from Katherine Kane at the Colorado Historical Society; tel. 303/866-4601.

SRMA in conjunction with the Colorado-Wyoming Association of Museums has established a program to assist museums that have little or no expertise in caring for the archival materials in their possession. To receive a copy of the consulting guidelines free of charge, contact: Sharron G. Uhler, Consultation Program Coordinator, Colorado Springs Pioneers Museum, 215 S. Tejon, Colorado Springs, CO 80903; tel. 719/578-6650.

★★

Academy of Certified Archivists 1993 Examination Data Sheet Application Deadline

To register for the 1993 examination, submit a completed Examination For Certified Archivist Application with supporting materials (see Application and Checklist for details) and the $50.00 application fee (check or money order) payable in U.S. currency to the Academy of Certified Archivists. Your application must be postmarked no later than midnight, June 11, 1993. Send it to Academy of Certified Archivists Secretariat, Society of American Archivists, 600 S. Federal, Suite 504, Chicago, IL 60605.

Applicants are responsible for submitting completed applications by June 11, 1993. Incomplete applications and applications postmarked after June 11, 1993, will be returned to applicants for resubmission. For early notification, submit your application before the deadline.

Examination Date

The examination will be given September 1, 1993, from 9:00 a.m. to 1 p.m. at all examination sites.

Examination Sites

The 1993 examination will be administered on September 1, 1993, in conjunction with the 1993 Society of American Archivists' annual meeting in New Orleans. You need not register for the SAA Annual Meeting to take the examination.

The examination will also be offered in Boston, San Francisco and Chicago.

ACA reserves the right to cancel the examination at any site due to insufficient interest. You must specify your site on the Examination for Certified Archivists Application Checklist. Specify only one site. Notify the ACA Secretariat by July 26, 1993, to change your examination site.

Certification Fee

The non-refundable application fee is $50.00. If a candidate successfully completes the examination, the $50.00 application fee is applied toward the $275.00 certification fee. Successful candidates must pay the remaining $225.00 within thirty (30) days of their notification of the examination results.

LETTER TO MARAC

Dear Mr. Niederer:

Governor Cuomo asked that I thank you for your letter regarding the **New York Historical Society.**

The Governor agrees that the Society represents a vital part of the cultural heritage of New York State. He recently met with leaders of the Society and offered the assistance of his office in helping to secure a future for the Society that will allow its collections to remain intact and in New York. He also issued a public statement expressing his concern and support for the Society.

More recently, working in collaboration with New York City officials, we have been able to arrange funding to keep the Society's Library open until April 3. Now we are turning our attention to working with representatives of the Society, private supporters, and City, State and Federal government agencies to develop plans for a viable long term future for the Society.

Thank you for writing to share your concerns with the Governor.

Sincerely,

Robert Lowry
Assistant Secretary to the Governor for Education and the Arts.

Editor's Note: See NY State & Local for Governor Cuomo's remarks.

People

Ron Becker has been given the 1992 New Jersey Historical Commission Award of Recognition. With the award, the New Jersey Historical Commission acknowledges the numerous contributions Ron has made to the preservation of New Jersey's historical record and to the increase of public access to the materials for studying the state's history. Throughout his career at the Department of Special Collections and Archives, Ron has worked to publicize as well as to preserve the unique collections under his care, and to educate others in techniques of preserving historical materials and making them available to historians.

Kris Lucas is now the Project Archivist for the NHPRC project to create state agency histories and series descriptions at the Maryland State Archives.

Rocky Rockefeller joins the staff of the Maryland State Archives as an Archivist III with responsibilities in two areas - resource development and reference services. The duties of the resource development office include establishing the Archives trust endowment, preparing grant applications, and handling education and outreach.

Kathy Jacob has moved within the National Archives to the National Historical Publications and Records Commission.

Tom Connors has joined the staff as the project archivist for the National Public Broadcasting Archives.

Tim Pyatt has joined the staff of the McKeldin Library as Curator of Marylandia and Rare Books.

The New York State Historical Records Advisory Board has elected **Dr. G. Rollie Adams**, President and CEO of the Strong Museum in Rochester to chair its Executive Committee.

Prudence Backman has joined Statewide Archives and Technology Services of the New York State Archives as an Associate Archivist.

Jerry Carlton began work as a Senior Archivist in Local Government Records Services at the New York State Archives.

Julie Daniels has returned to SARA as a Senior Archivist in Public and Educational Programs at the New York State Archives.

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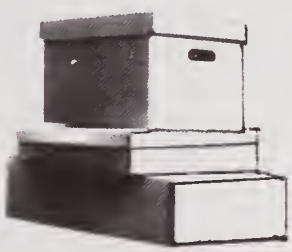

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